

**RIGHT-OF-WAY PERMIT APPLICATION FORM**  
**ST.LUCIE COUNTY ENGINEERING DIVISION**  
**2300 VIRGINA AVENUE, 2<sup>ND</sup> FLOOR, FT. PIERCE, FL 34982 (772) 462-1707**

Name of Applicant \_\_\_\_\_ Phone No. \_\_\_\_\_

Mailing Address \_\_\_\_\_

TYPE OF PROJECT (CHECK ONE) ☐ RESIDENTIAL ☐ COMMERCIAL ☐ UTILITY ☐ DEVELOPMENT ORDER

Name of OWNER responsible for utility after installation \_\_\_\_\_

Phone No \_\_\_\_\_ **Ultimate OWNER does not take possession until acceptance of work.**

Permittee representative responsible for notifying St. Lucie County 48 hours prior to working in County Right-of-Way \_\_\_\_\_ We shall commence construction of the permitted installation within \_\_\_\_\_ days of permit issuance and complete same within \_\_\_\_\_ days thereof.

Contractor's Name \_\_\_\_\_ Phone No (REQUIRED) \_\_\_\_\_

Mailing Address \_\_\_\_\_

E-Mail Address \_\_\_\_\_

As the Applicant, we request permission to construct road drainage, or combination drainage/utility, in Right-of-Way or easements deeded to or maintained by St. Lucie County, or dedicated to the public areas of St. Lucie County, (hereinafter referred to as "County Right-of-Way"). Type of work that is being performed in County Right-of-Way, and name of County Road: \_\_\_\_\_

**The following MUST be submitted with an original signed copy of this application (3 COPIES OF EACH).**

- 1) Detailed maintenance of traffic plan from FDOT's "Design Standards 600 Series". If traffic control requires detours, and/or road closures, a Florida Registered Professional Engineer will be required to design, sign, and seal said plans.
- 2) Show on an attached set of plans (11"x17" or if requested 24"x 36") the location and character of the work, and detail the aspect of the work that will disturb County maintained improvements (hereinafter referred to as "IMPROVEMENTS").

**This permit and all its attachments must be kept on the work site and be available upon request or prominently displayed.**

Applicant \_\_\_\_\_ Title \_\_\_\_\_

By: \_\_\_\_\_ Date \_\_\_\_\_

By proceeding with installation of work covered by this permit, I agree to comply with the "GENERAL AND SPECIAL CONDITIONS OF THE RIGHT-OF-WAY PERMIT".

**OFFICE USE ONLY**

RIGHT-OF-WAY DESCRIPTION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reviewed By \_\_\_\_\_  
ACQUISITIONS DIVISION DATE

Reviewed By \_\_\_\_\_  
ROAD & BRIDGE DIVISION DATE

The aforestated installation is hereby permitted under the following provisions \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**BOARD OF COUNTY COMMISSIONERS, ST. LUCIE COUNTY, FLORIDA**

**By County Engineer-enforcing official**

By \_\_\_\_\_  
DATE

R/W PERMIT NO. \_\_\_\_\_

**APPENDIX P-I**  
**GENERAL CONDITIONS OF RIGHT-OF-WAY PERMIT**

The applicant declares that prior to filing this application, he/she has (1) ascertained the location of existing utilities that would be affected by the proposed installation, and (2) notified such affected utility owners in writing regarding same, and (3) correlated the proposed installation with owners of such utilities and determined that the proposed installation can be made without detriment to such existing utilities. If granted a permit for construction of proposed installation on County rights-of-way, the applicant agrees to the following:

1. Safety: All construction work shall comply with the safety provisions of all federal, state and local laws.
2. Traffic Control: Measures shall be provided during construction in accordance with the FDOT Design Standards 600 Series. Traffic shall be maintained to the degree required by the County Engineer.
3. To Save Harmless the Board of County Commissioners and each and every member thereof from the payment of any compensation or damages resulting from the exercise of rights and privileges herein granted.
4. In the event that modification or repair of the improvements on aforesated County right-of-way becomes necessary, to promptly move/remove the installation permitted herein, as requested by the Board of County Commissioners of St. Lucie County, Florida, at no cost to the County.
5. Removal of Installation: In the case of noncompliance with the requirements stated herein, the installation permitted herein will be promptly brought into compliance or removed from County right-of-way by applicant at no cost to the County.
6. Repair of Improvements by Permittee: Applicant agrees to promptly repair any damage/injury to improvements on County right-of-way caused by reason of the exercise of rights and privileges herein granted, restoring same to a condition equal to that which existed immediately prior to the infliction of such damage or injury in a manner satisfactory to the County.
7. Permit Life: If this permit is granted, it shall be valid for a period of 180 calendar days from date of approval subject to termination by the County in the event that improvements on aforesated County right-of-way are to be constructed/reconstructed, or in the event that such right-of-way shall be closed, abandoned, vacated or discontinued.
8. The attached sketch(s) covering details of the permitted installation shall be made a part of this permit. Deviations from the approved work or maintenance of traffic plan shall require prior approval of the County Engineer.
9. Notification to County Engineer: The County Engineer's office shall be notified twenty-four (24) hours in advance of starting work on County rights-of-way. New construction that is discovered to have begun without notification will be subject to a stop work order until proper permits have been acquired. Unless the work activity is accomplished in continuous work days (excluding weekends and holidays), re-notification shall be required upon any lapses.
10. Permit on Job Site: All projects requiring a County Right-Of-Way or Driveway Permit will be required to have a copy of the permit on the job site and be able to produce said copy when requested. Failure to do so will be considered as operating without a valid permit and operations shall cease and desist. As in the past, field work that is classified as maintenance will not be subject to the above. The exception on maintenance would be in the event excavation adjacent to a roadway is to be left open overnight. We would want notification for the purpose of inspecting for adequate barricades, lights, etc.
11. Rights of a Prior Permittee: The construction and maintenance of aforesated installation shall not interfere with the property and rights of a prior permittee.
12. Final Inspection: The County Engineer's office shall be notified by the applicant upon completion of the installation permitted herein, so that a final inspection may be made.
13. Other Entities: This permit in no way waives the authority and/or jurisdiction of any other governmental entity. Applicant is solely responsible for ensuring that all other stakeholders affected by the work or that have ownership of the work site, or portions thereof, have been adequately notified and have given permission to perform work.

### **SPECIAL CONDITIONS OF RIGHT-OF-WAY PERMIT**

1. Applicant agrees that in case of future damage (test of time) to the right-of-way or pavement due to subject installation, the applicant shall repair and restore same to condition acceptable to the County Engineer.
2. Applicant agrees that the expense for any modifications to subject utility installation required before, during or after any future right-of-way, drainage or roadway improvements are implemented shall be borne solely by the applicant, including but not limited to: removal, relocation, manhole adjustments, etc.
3. All work done within right-of-way shall be done Monday through Friday, 8:00 AM - 5:00 PM, excluding County observed holidays and County closures, unless otherwise approved by the County Engineer. **Any work performed after hours shall be supervised by a County Inspector, for which the Contractor shall reimburse the County at the current Inspector rate.**
4. Any road closures shall be requested in writing, along with an accompanying traffic detour plan for review, to the County Engineer fourteen (14) days prior to requested closure. The County Engineer reserves the right to modify the maintenance of traffic (MOT) as needed based upon performance.
5. Any approved open pavement cut or trench cut in proposed limits of future pavement shall be restored to FDOT and St. Lucie County standards.
6. No excavation shall take place within a minimum of five (5) feet of the edge of pavement or within the Clear Recovery Zone (CRZ). This distance may be increased by County Engineer dependent upon posted speed limit of roadway.
7. Minimum cover of 36" under the travelway and 30" elsewhere, including swales/ditches, shall be maintained over the utility. Conflicting utilities shall maintain 18" separation unless specifically approved by County Engineer.
8. Jack & Bore or Directional Bore installations shall be done per FDOT specifications. Casings under the travelway shall extend a minimum of eight (8) feet beyond the edge of the travelway. Bentonite or drilling fluid shall be removed from project site same days as drilling operations.
9. Driveways, roadways, trenches and/or sidewalks shall be restored per the detail approved on the plans or specified in this permit. Proof of compaction shall be copied to the County Engineer.
10. Two (2) sets of certified record drawings shall be submitted to this office immediately upon completion of subject utility installation.
11. Dependent upon the type of project, additional permit(s) and/or agreement(s) may be required prior to approval of the right-of-way permit.